

DDA Subject
ER-1453X-86

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ROUTING AND TRANSMITTAL SLIP

Date
7 APR 86

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. DIRECTOR OF PERSONNEL			
2.			
3.			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

#1- FOR YOUR HANDLING AS APPROPRIATE.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and assignments.

Room No.—Bldg.

Phone No.

FORM 41 (Rev. 7-76)

U.S.G.P.O. 1963-421-529/320

Prescribed by GSA
FPMR (41 CFR) 101-11.206

EXECUTIVE SECRETARIAT ROUTING SLIP

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	D/PERS		X		
16	VC/NIC				
17					
18					
19					
20					
21					
22					
SUSPENSE		Date			

Remarks

TO #6: For your handling as appropriate.

Executive Secretary

4 April 86

Date

3637 (10-81)



Office of the Director

UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, D.C. 20415

Executive Registry

86- 1453x

MAR 26 1986

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

FROM: CONSTANCE HORNER
DIRECTOR

DDA/REG
LOGGED

SUBJECT: Leave for Parents Adopting Children

Recently I had the pleasure of meeting with Dorcas R. Hardy, the Assistant Secretary for Human Development Services of the Department of Health and Human Services. She told me about some very creative ideas she is working on to help people adopt children, particularly children who have been historically difficult to place. She asked for my support and I am in turn asking for yours.

I am sure all of you have heard about the long and often arduous process prospective parents go through to adopt a child. You, or someone close to you, may have experienced this first-hand. For example, prospective parents commonly must make a commitment that one parent stay home with the adopted child for the first several months. This, and other arrangements prospective parents must make, is why I ask for your cooperation in supporting a leave policy that responds to the needs of men and women who are adopting a child.

I believe it is vital to get the word out to our managers and supervisors that we endorse a responsive leave policy for adoptive parents. We need to urge them to be flexible and compassionate in the granting of leave and to support the parents in any way they can during this important time.

Leave for adoption may be annual leave or leave without pay. Federal leave regulations do not permit us to grant sick leave in such cases.

I know accommodating adoptive parents may be inconvenient at times. But, I believe the trade-off is worth it. Helping people adopt children who would otherwise be without parents, particularly children who are handicapped or disadvantaged in some other way, enriches us all.